

Council Meeting Minutes
April 8, 2024
Town Hall

IN ATTENDANCE

Elaine Nash, Kevin McDonald, Brenda Young, Doug Dean, Roy Lewis

REGRETS

Ian Goudie, F. David Power

MEETING CHAIR

Elaine Nash

NOTE TAKER IN LIEU OF TOWN CLERK

Elaine Nash

1. CALL TO ORDER

Meeting was called to order at 7:02 pm

2. ADOPTION OF AGENDA

Motion #2024-04-08-546: Kevin McDonald; Doug Dean

All in favour; none opposed

Motion Carried

3. ADOPTION OF MINUTES

Motion #2024-04-08-547: Kevin McDonald; Brenda Young

Adopt the minutes of the February 12, 2024 meeting.

All in favour; none opposed

Motion Carried

Motion #2024-04-08-548: Doug Dean; Kevin McDonald

Adopt the minutes of the March 11, 2024 meeting.

All in favour; none opposed

Motion Carried

4. FINANCE

a) Monthly Financial Report

1) Motion #2024-04-08-549: Brenda Young; Roy Lewis

Accept the Financial Statements for the month ending February 29, 2024.

All in favour; none opposed

Motion Carried

2) Motion #2024-04-08-550: Doug Dean; Brenda Young

Accept the Financial Statements for the month ending March 31, 2024.

All in favour; none opposed

Motion Carried

b) Write-Off Uncollectable Debts

Motion #2024-04-08-551: Brenda Young; Roy Lewis

That the Council of the Town of Mount Carmel-Mitchell's Brook-St. Catherine's accept the recommendation from the Office to write-off the amount of \$3,148.23 as laid out in the unidentifiable taxpayer chart provided by the Office for review.

All in favour; none opposed

Motion Carried

5. NEW BUSINESS

a) Reports:

- 1) **Policy and Procedure Committee:** Nothing to report for Policy and Procedures Committee

- 2) **Infrastructure Committee:**
 - i) **Septic System Replacement:** No new updates on the Septic System.

- 3) **Recreation Trails Committee:**
 - i) **Meeting Minutes:** Copies of minutes from their monthly meeting for March were provided to the Office and forwarded on to Councillors for review. Should they have any questions or concerns they can ask the Office to forward their concern on their behalf.

ii) Mills & Wright Contract:

Motion #2024-04-08-552: Kevin McDonald; Brenda Young

That the Council for the Town of Mount Carmel-Mitchell's Brook-St. Catherine's accepts the recommendations of the Recreation Trails Committee to approve Mills & Wright Project Report #2 and pay the invoice totalling \$730.00.

All in favour; none opposed

Motion Carried

Motion #2024-04-08-553: Kevin McDonald; Brenda Young

That the Council for the Town of Mount-Carmel-Mitchell's Brook-St. Catherine's accepts the recommendation of the Recreation Trails Committee to extend the contract with Mills & Wright from March 14th to April 30, 2024, because snow has prevented a site visit through the NCC land for the Salmonier River Valley Trails Project.

All in favour; none opposed

Motion Carried

- 4) **Fire Department Report:** No new updates from the Fire Department.

5) Town Clerk Report:

- i) The town's 2024 municipal budget has been approved by the department.
- ii) The town received confirmation that Elaine's application for \$1000.00 grant to Celebrate 75 is approved. Payment will be issued by mid April.

- b) **Town Clerk Resignation:** Elaine reviewed what she had been told by Stacey and previously passed along in an email when Stacey notified her that she needed another two weeks off to bring her to the 8th of April and she would not be returning due to stress. Stacey recognized that we would be playing catch up with taxation and wouldn't leave us stuck. She would do the bills and the two outstanding sets of minutes from June and July 2023. Elaine also discussed the submission from Nina Goudie for the position and council agreed to meet with her in the near future.

- c) **Maintenance Worker:** Elaine reminded everyone that we had hired Katelynn Noble in late February but we hadn't met since then as without quorum in March the meeting had to be cancelled. Kevin and Elaine both said that she was working out well and discussed the effects of all the shovelling on a person. Council agreed to research and include the cost of a small snowblower with tracks to do the ramps and steps etc. in our 2025 budget.

- d) **2024 Newsletter:** The newsletter is not drafted yet. We are waiting for the website to be updated to encompass some of the information included in the letter so that we can reference the page and eliminate the crowding of wording to make it more appealing and easier to read! The newsletter will be included with the tax bills.

- e) **Town Plan and Land Use Map:** The Town Plan officially hit the gazette publication the second Friday in March and is now law. Links to our planning regulations and land use planning maps can be found on the Department's town names listing. As well, we have two working copies for references when people are in person for explanation purposes. A full-size land use map is ready to be mounted for the wall in the outside office waiting area.

- f) **Insurance Renewal:** The renewal contract for the town's insurance was included on our email package for the meeting. Kevin noted that the truck that was noted on the policy had the wrong year. It should be 1985. We said that we would refer that back to the Office for the clerk to follow up on when we get the clerk situation straightened out. Someone will need to copy the registration from the truck.

- g) **Volunteer Week: April 14 – 20, 2024:** Elaine will stock the fire department fridge and pick up cake for volunteers for the dart function and one for the 50+ volunteers to have at their Cornhole fundraiser and card game as a lot of the volunteers are involved with more than one group or support the groups at their functions. We need to consider doing something for the bereavement and pastoral volunteers who are steadfastly progressing through the tremendous undertaking of renovations for the library and spiritual centre.

h) Development Applications:

- i) Cynthia Snow applied to build a garage on the left side of her house at civic address 630 Main Road North. Documents required and submitted council agreed that this is suitable. Application approved.
- ii) Phillip O'Connell applied to demolish the old house located on their property civic address 574 Main Road North. Council approved the application noting that it is a good thing that they are addressing the disrepair of the building and attached condition that the property must be free of all debris which has to be disposed of according to environmental standards.
- iii) Reg Fitzgerald to erect a rental property with 7 units. Elaine noted that a conditional permit was approved for Service NL to look at it and a septic waste planner to act. The conditions of the conditional permit were dictated by the planner and Service NL to state that it is for septic survey only and any development is not permitted until such time that Service NL supplies approval for the appropriate system for specific use. The development must adhere to that specific use and is subject to other municipal, provincial, and federal agencies. We noted that Mr. Fitzgerald seems to be really going beyond what the conditional permit allows, and upon review, the application is missing some important information such as the service NL approval, detailed plot drawings, building blueprints outlining each individual room use, i.e. if there are apartments it should show each apartment with each apartment's floor plans with cupboards, appliance placements as well as bathrooms and fixtures. The town cannot issue a permit under the development regulations 2022-2023 as approved by the department of municipal affairs. A letter should go out to him telling him to cease any further development until such information is provided and reviewed by council.
- iv) Roaming Animals: a letter was received by email from Lorne Loder living on the private road before Grace's regarding the two massive dogs owned by the tenants in Dave and Cecile Nugent's house, roaming and leaving their waste all over people's properties in the areas. Apparently, he has had difficulty with the neighbours and blames them for the dogs' wondering. Council agreed to send a letter reminding them that their dogs need to be kept on their property at all times, either by kennel or tether. The dogs cannot be out roaming the town as some people are afraid when they see large dogs and no one wants dog waste around especially if they don't have pets themselves. Note in the letter that it is Mr. Loder who has notified the town so as that he can't blame councillor Dean for abusing his position to settle a dispute.

6. ROUND TABLE:

- a) It was noted that the speed sign on Marrie's straight is knocked over and the depot needs to be notified.
- b) Councillor Dean asked about the delinquent business account and if the letter went out to them about collections. Mayor Nash said that she wouldn't be able to say as it was directed in January, there wasn't an update on that from the Office at February's meeting, March was cancelled, and the Clerk was off from March 11th and finished on April 8th. We would have our new clerk look into it when she starts. It was noted that there were no business write-offs on the list we approved today.
- c) Councillor Young was wondering if the letter got out to the person, Alyson Nolan, who has cleared the site just past the garage, previously owned by Reg Fitzgerald to tell them that they need to stop development as they need a permit from the town before any development takes place. Applications are available at the town office and will be reviewed by council at the first public meeting following receipt of application as laid out by legislation and in-line with the town's development regulations. Elaine said she would have Brenda check in the office to see if that was done. It should have been done in December when Holden's stop work order went out. If not, we will get a letter out to her.

7. **NEXT MEETING:** The next meeting would normally be May 13, 2024, however, due to lack of a quorum, it was suggested that an alternate date of May 14th be set and posted on the website and Facebook at least the Friday before the meeting as outlined in the rules of order.

8. ADJOURNMENT:

Motion #2024-04-08-554: Kevin McDonald; Doug Dean

The meeting be adjourned at 9:10 p.m.

All in favour; none opposed

Motion Carried